

**MICHIGAN DEPARTMENT OF EDUCATION
PUPIL TRANSPORTATION ADVISORY COMMITTEE**

Thursday, June 6, 2013
State Board Room (4th Floor), John A. Hannah Building

PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETING 9:00 – 10:15 a.m. – Hannah Building – State Board Room
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The subcommittee meets prior to the regular meeting to review and discuss agenda items in preparation for the regular meeting. PTAC representatives are welcome to attend. Topics covered include:

- a) Curriculum and Training
- b) Management and Best Practices
- c) State and National Issues

PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING 10:30 a.m. - 12:00 noon – Hannah Building – State Board Room

I. CALL TO ORDER

The meeting was called to order at 10:32 a.m. by Louis Burgess.

II. ROLL CALL AND RECOGNITION OF GUEST

Members signed in. Guests included Mac Dashney, Transportation Consultant and Daryl Hofstra, Forest Hills Public Schools.

Michigan Department of:

Education:

- ☐ Kyle Guerrant
- ☒ Louis Burgess
- ☒ Ken Micklash

Transportation

- ☒ Angel Fandialan (Primary)
- ☐ Andrea Brush (Alternate)

State

- ☐ Carol Reagan (Primary)
- ☒ John Harris (Alternate)

Michigan Association for:

Pupil Transportation

- ☒ Gary Bubar (Primary)
- ☐ Mark Niewoonder (Alternate)

Michigan Association of:

School Business Officials

- ☒ Jill Segal (Primary)
- ☐ Scott Little (Alternate)

School Administrators

- ☐ Steve Matthews (Primary)
- ☐ Joseph Candela (Alternate)

School Boards

- ☐ Don Wotruba (Primary)

- Public School Academies
 - ☐ Dan Quisenberry (Primary)
- Intermediate School Administrators
 - ☒ Kim Hooper (Primary)
 - ☐ Lori Richardson (Alternate)
- Non-Public Schools
 - ☐ Brian Broderick (Primary)
- Michigan Education Association**
 - ☐ Arthur Przbylowicz (Primary)
 - ☐ Joe Nazem (Alternate)
- Michigan PTA**
 - ☒ Sandra York (Primary)
 - ☐ Ruthann Jaquette (Alternate)
- Michigan State Police**
 - ☐ Inspector Randy Coplin (Primary)
 - ☐ Sgt. Jill Bennett (Alternate)
- Middle Cities Education Association**
 - ☐ Fred Clarke (Primary)
- Office of Great Start/Head Start Collaboration Office**
 - ☐ Jeremy Reuter (Primary)
- Representing:**
 - Northern Michigan Directors
 - ☒ William Coaster (Primary)
 - Rural Directors
 - ☒ Kevin Doty (Primary)
 - Urban Directors
 - ☐ James Minnick (Primary)
 - ☐ Mark Schrupp (Alternate)
 - ☒ Carl Ingram (Primary)
 - Suburban Directors
 - ☒ Karen Henning (Primary)
 - ☐ Jamie Stottlemeyer (Alternate)
 - Special Education Transportation Directors
 - ☐ Darryl Dettloff (Primary)
 - School Bus Drivers (1)
 - ☐ Frank Brown (Primary)
 - ☐ Penny Ruff (Alternate)
 - School Bus Drivers (2)
 - ☐ Sue Britt (Primary)
 - Private Contractors
 - ☐ Kellie Dean (Primary)
 - ☒ Fred Doelker (Alternate)
 - ☐ Brian Thrasher (Alternate)
 - ☒ Dale Goby (Primary)
- Training Agency Association of Michigan**
 - ☐ Lori Richardson (Primary)
 - ☐ John Savage (Alternate)
- Other**
 - ☒ Mac Dashney, Transportation Consultant
 - ☒ Daryl Hofstra, Forest Hills Public Schools

III. APPROVAL OF FEBRUARY 14, 2013, MEETING MINUTES

Kim Hooper moved to approve minutes as presented, seconded by Bill Coaster. Motion Passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Two agenda modifications were presented.

- A. PTAC appointment/re-appointment process. Ken Micklash will report on this issue.
- B. School-crossing Guard Curriculum update. Ken Micklash will report on this issue.

Dale Goby moved to approve the agenda as presented/amended, seconded by Carl Ingram. Motion passed.

V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS

- A. Michigan Department of Education (MDE) Initiated
 - 1. PTAC – Recognition - (Ken Micklash)

Matt Losch, who has represented Michigan Association of School Business Officials for the past several years, was recognized for his service to PTAC and MDE. A letter from the State Superintendent and a certificate of appreciation will be mailed to Matt.

- 2. National Highway Traffic Safety Administration (NHTSA) 2002-2011 Data on School Transportation-Related Crashes – (Ken Micklash)

Ken Micklash presented data as published by NHTSA.

- 3. Demonstration of the web-based Beginning School Bus Driver Safety Education Training Program – (Kim Hooper and Lori Richardson)

Kim Hooper of Wayne RESA demonstrated the web-based Beginning School Bus Driver Safety Education Training Program. Lori Richardson was unable to attend the PTAC meeting. Web-based training material has been put on the web with support of Wayne RESA.

- 4. School Bus Inspection Status – Update - (Inspector Randy Coplin)

Inspector Randy Coplin of the Michigan State Police (MSP) provided a status update for the school bus inspection.

3,000 school buses are yet to be inspected this Fiscal Year. One new MSP inspector has been hired and will be stationed in the Bay City, Saginaw and Midland area. One inspector is to be hired for the Marquette area. New inspectors, to be hired, will replace uniformed state police. The new inspectors will have a mechanic background conducive to conducting inspections.

5. PTAC Appointment/Re-appointment Process (Ken Micklash)

Ken Micklash briefed that PTAC appointments are for three years. MDE works to replace or re-appoint 1/3 of the members each year. A letter is sent to the head of the organization and a request is made to appoint someone to attend PTAC meetings.

6. School Crossing Guard Curriculum update – Update – (Ken Micklash)

State law requires the MSP and MDE review and approve the Adult School Crossing Guard curriculum. In 2007-08, Sgt. Jill Bennett, MSP, Jack Peet, AAA of Michigan and Ken Micklash, MDE worked to update the current curriculum, before it was approved. Updates for 2013 have been reviewed by Sgt. Jill Bennett, Jack Peet, and Ken Micklash. The manual will be updated for next school year throughout the summer. It should be ready in late July and then will be available on the MDE pupil transportation website.

VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC

A. Curriculum and Training (Coaster, with presentation by Mac Dashney)

1. Supervisor Continuing Education – Update

Bill Coaster provided an introduction with results from the 2012 training year as reported by Mac Dashney.

B. State and National Issues (Micklash/Hooper)

1. National Congress on School Transportation

A National Congress on School Transportation introductory meeting for the 2015 Congress will be held today after the PTAC meeting with the volunteer Michigan delegates. The national conference is held every five years.

2. National School Bus Stop Arm Violation Survey

Many areas of the state participated in the voluntary survey, with drivers asked to report on any incidents during their routes on May 1, 2013. Ken Micklash reported that as of today's date, 592

violations were reported. Additional survey data is anticipated. Michigan Association for Pupil Transportation and the Office of Highway Safety Planning plan to develop promotional campaign information to strengthen public awareness of this student safety concern.

VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER

A. Curriculum and Training – No items

B. Management and Best Practices – No items

C. State and National Issues – No items

VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK

A. MDE Initiated

1. To Curriculum and Training – No items

2. To Management and Best Practices – No items

3. To State and National Issues – No items

B. PTAC Initiated

1. To Curriculum and Training – No items

2. To Management and Best Practices – No items

3. To State and National Issues – No items

IX. OTHER ISSUES

A. Meeting dates for 2013-2014 (all Thursday's)

1. October 10, 2013

2. February 6, 2014

3. June 5, 2014

B. Louis Burgess announced that the legislature is proposing an OK-2-SAY initiative that will address school safety by having a hotline to report incidents or potential school incidents. The program will be launched prior to the start of the 2013-14 school year.

X. ADJOURNMENT

The meeting adjourned at 12:02 p.m.